

## Weekly Update

January 27, 2016

**Subject:** One Section of the PS300 Project Systems Class Announced

**Audience:** Finance Directors, Agency Training Coordinators, AST Leads

The SCEIS Training Team is pleased to offer one section of the two-day training class, PS300 Project Systems on Wednesday and Thursday, March 30-31, 2016. Below you will find details about the class, including the name, description, target audience, date, location and registration information. **Please forward this message to appropriate staff members within your agency.**

### **PS300 – Class Information**

**Class ID/Title:** PS300 Project Systems

**Description:** This class is intended to enable participants to understand the steps involved in Project Systems as well as enable users to perform the associated transactions. This class is also intended to enable participants to understand the reports related to Project Systems.

**Target Audience:** Users with the following roles: Project Accountant and Project Manager.

#### **Pre-requisites:**

***The following pre-requisite(s) MUST be completed prior to attending the classroom training. Completion of the pre-requisite(s) ensures that participants have the necessary knowledge for class. Material covered in pre-requisite courses will not be re-taught in classroom training.***

- COR120 Enterprise Central Component (ECC) Navigation online class

### **PS300 – Section 01 – Spring 2016 Details**

*\*Please Note: Due to unforeseen circumstances, the following class date has been updated.*

*The new date is as follows:*

**Class Date:** Tuesday and Wednesday, April 5-6, 2016 (two-day class)

**Class Time:** 9:00 a.m. to 5:00 p.m. each day

#### **Class Location:**

SCEIS Training Room 202

1628 Browning Road, Columbia, SC

Users may *request enrollment* in this class using the pre-registration survey at <https://www.surveymonkey.com/s/RMC72B9>. Your survey completion is a request only. Registration is not complete until you receive an enrollment confirmation from SCEIS Training. The enrollment confirmation will provide you with instructions on how to complete any pre-requisite(s). Please review pre-requisites and schedules carefully.

If you have any questions about this message, please email them to [training.sceis@admin.sc.gov](mailto:training.sceis@admin.sc.gov).



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